

## Instructional Program Review Committee

### Charge:

To ensure that instructional program review is an effective and meaningful process with clear links to institutional planning and budget processes, the Academic Senate of Las Positas College charges the Instructional Program Review Committee to:

- 1) Create, assess, and modify the self study and action plan processes for instructional program review.
- 2) Create, assess, and modify the validation process for instructional program review.
- 3) Conduct validation of instructional program reviews.
- 4) Coordinate with the Student Learning Outcomes Committee in planning the annual Assessment Day for updating instructional program review.
- 5) Create, assess, and modify processes the interim reports created on Assessment Day.
- 6) Create, assess, and modify processes for incorporating and validating the interim reports to already existing program reviews.
- 7) Collaborate with the Student Learning Outcomes Committee as to the best ways of incorporating SLO evaluation into program reviews.
- 8) Collaborate with Non-Instructional and Student Service Program Review Committees/Working Groups to create, assess, and modify the Common Tool.
- 9) Coordinate with various planning, allocating, and curricular committees to create processes of communication in regards to validated program review summaries.

### Committee reports to:

Las Positas College Academic Senate

### Membership and Leadership:

Chair: Selected through the FA negotiated process for Positions with Reassigned Time

Membership: One faculty member from each academic division

Two at-large positions appointed by the LPC Academic Senate

The Instructional Researcher

The VP of Academic Services

One Dean, appointed by the College President

One librarian

One Classified Senate Representative

One Student Senate Representative

One Faculty Association Representative (if desired by the FA)

### Term:

Minimum of two years, four to five recommended.

### Voting structure:

All recommendations of the committee shall be referred to the Academic Senate for approval. Any recommendations made by the committee should be by consensus amongst the members.